



DU02 ES
Task Order Progress Report

Task Order Number	0061
Task Order Title	RI/FS, Cherokee County Site – OU 8 Railroads
Task Order Type (Ceiling or FP)	Ceiling
Period of Performance	February 6, 2013, through March 31, 2015

This Task Order Progress Report is for the Remedial Investigation/Feasibility Study (RI/FS) at the Cherokee County Site – Operable Unit (OU) 8 Railroads. This Report summarizes work performed during the reporting period as well as financial information relative to Contractor compliance with the negotiated schedule and budget detailed in the Revision 1 Task Order Proposal submitted to EPA Region 7 by HydroGeoLogic, Inc. (HGL) on January 23, 2013, in response to the Task Order Statement of Work (SOW) issued by the EPA Contracting Officer. The Task Order Project Officer (TOPO) for this Task Order is Elizabeth Coffey. Activity on this Task Order is summarized in Sections 1 through 5 and augmented by summary Reports A through G attached. This report discusses the activities conducted under this task order for the reporting period that coincides with the calendar month. *The HGL accounting period for this time frame is March 30 through April 26, 2013.* Therefore, costs associated with some activities accomplished during the calendar month, but outside the accounting period, may appear in next month's invoice. *HGL was notified under Modification 0001, received April 18, that Elizabeth Coffey would be the TOPO, with Bryant Burnett serving as the alternate TOPO.*

1. ACTIVITY FOR THE REPORTING PERIOD

TASK 1 - PROJECT PLANNING AND SUPPORT (PP)

Subtask 1.1 Scoping Meeting

The scoping meeting was held at EPA on October 18, 2012. Efforts for the scoping meeting were conducted as part of the contract requirements.

Subtask 1.2 Conduct a Site Visit

The site visit was conducted March 7-8, 2013. *A trip report for the site visit was submitted April 16, 2013.*

Subtask 1.3 Develop and Submit a Task Order Proposal (Work Plan)

The initial Task Order Proposal was submitted on November 1, 2012, as part of the contract requirements.

Subtask 1.4 Negotiations and Task Order Proposal Revision

HGL participated in a negotiation session with EPA on January 17, 2013. Based on discussions held during this meeting, the initial Task Order Proposal was revised. The revised Task Order Proposal was submitted on January 23, 2013, and EPA subsequently awarded the task order on February 6. These efforts were conducted as part of the contract requirements.

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Subtask 1.5 Conflict of Interest (COI) Disclosure

The signed COI Disclosure form was submitted to EPA on November 1, 2012, with the original Task Order Proposal as Attachment A.

Subtask 1.6 Health and Safety Plan

The HSP was completed and submitted to EPA on March 15. *EPA reviewed the HSP with no comments. It will be finalized in the next reporting period.*

Subtask 1.7 Field Sampling Plan

The draft FSP was completed and submitted to EPA on March 15. *EPA reviewed the FSP with no comments and HGL was approved to finalize the document. It will be finalized upon receipt of the completed signature page from EPA.*

Subtask 1.8 Quality Assurance Project Plan (Revised)

The QAPP has been submitted as an appendix of the FSP. The draft QAPP was completed and submitted with the FSP on March 15. *The QA Group at EPA is reviewing the QAPP. It will be finalized upon receipt of the completed signature page from EPA.*

Subtask 1.9 Project Management

Subtask 1.9.1 Project Management

The following project management activities were conducted this period:

- The HGL TOM and EPA TOPO communicated via telephone and email regarding project issues and scheduling.*
- The HGL TOM coordinated work activities of the HGL project team.*
- Weekly cost tracking was performed.*
- The monthly progress report was prepared.*

Subtask 1.9.2 Meetings

No meetings were held during this reporting period.

Subtask 1.9.3 Subcontractor Procurement and Management

HGL procured a subcontract with Robison Construction to perform the excavation work required for the soil sampling.

Subtask 1.10 Evaluate Existing Information

HGL continued reviewing background documents from previous investigations conducted in

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Cherokee County.

Subtask 1.11 Conceptual Site Model

No activities were conducted under this subtask during this reporting period.

Subtask 1.12 Identify Response Scenarios

No activities were conducted under this subtask during this reporting period.

Subtask 1.13 Applicable of Relevant and Appropriate Requirement (ARARs) Identification Letter Memorandum

No activities were conducted under this subtask during this reporting period.

Subtask 1.14 Accommodate External Audit or Review

Efforts for this activity will be conducted as part of the contract requirements; therefore no costs have been allocated for this subtask.

TASK 2 - COMMUNITY RELATIONS (CR) – NOT ASSIGNED

TASK 3 - FIELD INVESTIGATION/DATA AQUISITION (FI)

Subtask 3.1 Field Sampling Plan

Efforts for this activity were completed under Subtask 1.7

Subtask 3.1.1 Develop Soil Sampling Plan

Development of the draft Soil Sampling Plan continued during this reporting period. Potential sample locations were plotted on a map based on access agreements already in place. EPA was provided this information for review and concurred with the locations. Further locations will be determined based on access.

Subtask 3.1.2 Obtain Property Access

HGL traveled to Cherokee County on April 17-18, 2013, to determine potential sample locations and obtain property ownership information through the Cherokee County Property and Addresses Department. Access letters were sent out to several private owners. HGL also found that Burlington Northern Santa Fe (BNSF) may still own several stretches of abandoned rail lines that were potential sample locations. HGL is working to obtain that information from BNSF.

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Subtask 3.2 Field Mobilization/Demobilization

No activities were conducted under this subtask during this reporting period.

Subtask 3.3 Environmental Sampling

Costs for this subtask are allocated under Subtask 3.3.1.

Subtask 3.3.1 Soil Sampling

No activities were conducted under this subtask during this reporting period.

Subtask 3.4 Disposal of Investigation-Derived Waste

No activities were conducted under this subtask during this reporting period.

TASK 4 - SAMPLE ANALYSES (SN)

No activities were conducted under this task during this reporting period.

TASK 5 - ANALYTICAL SUPPORT AND DATA VALIDATION (AN)

Subtask 5.1 Sample Collection, Preparation, and Shipping

No activities were conducted under this subtask during this reporting period.

Subtask 5.2 EPA Region 7 Laboratory Sample Delivery

Costs for this subtask are allocated under Subtask 5.1.

Subtask 5.3 Sample Management

Costs for this subtask are allocated under Subtask 5.1.

Subtask 5.4 Data Review

No activities were conducted under this subtask during this reporting period.

TASK 6 - DATA EVALUATION (DE)

Subtask 6.1 Data Usability Evaluation

No activities were conducted under this subtask during this reporting period.

Subtask 6.2 Data Reduction and Tabulation

No activities were conducted under this subtask during this reporting period.

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Subtask 6.3 Data Evaluation Report

No activities were conducted under this subtask during this reporting period.

TASK 7 - ASSESSMENT OF RISKS (RA) – NOT ASSIGNED

TASK 8 - TREATABILITY STUDY/PILOT TESTING (TT) – NOT ASSIGNED

TASK 9 - REMEDIAL INVESTIGATION REPORT (RR)

Subtask 9.1 Remedial Investigation Report

No activities were conducted under this task during this reporting period.

Subtask 9.1.1 Draft Remedial Investigation Report

Subtask 9.1.2 Final Remedial Investigation Report

TASK 10 - REMEDIAL ALTERNATIVE SCREENING (RS) – NOT ASSIGNED

TASK 11 - REMEDIAL ALTERNATIVES EVALUATION (RE) – NOT ASSIGNED

TASK 12 - FS REPORT (FS) – NOT ASSIGNED

TASK 13 - POST RI SUPPORT (PR)

Subtask 13.1 Attend Public Meeting

No activities were conducted under this subtask during this reporting period.

Subtask 13.2 Prepare Presentation Materials

No activities were conducted under this subtask during this reporting period.

Subtask 13.3 Assist with Proposed Plan and ROD

No activities were conducted under this subtask during this reporting period.

TASK 14 - NEGOTIATION SUPPORT (NG) – NOT ASSIGNED

TASK 15 - ADMINISTRATIVE RECORD (AR) – NOT ASSIGNED

TASK 16 - TASK ORDER CLOSE OUT (CO)

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Subtask 16.1 File Duplication, Distribution, Storage, and Archiving

No activities were conducted under this subtask during this reporting period.

Subtask 16.2 Return Documents to EPA

No activities were conducted under this subtask during this reporting period.

Subtask 16.3 Task Order Completion Report

No activities were conducted under this subtask during this reporting period.

2. SCHEDULE AND COST VARIANCES WITH RECOMMENDED SOLUTIONS

None to report.

3. OTHER PROBLEMS AND RECOMMENDED SOLUTIONS

None to report.

4. CONTRACTOR INITIATED INNOVATIONS AND COST SAVINGS

None to report.

5. ACTIVITIES PLANNED FOR NEXT REPORTING PERIOD

The activities planned for next month include:

- *Continue to select sample locations as part of the Soil Sampling Plan based on access obtained.*
- *Continue obtaining access for selected sample locations.*
- *Commence soil sampling where sampling locations have been approved by EPA and access has been obtained.*
- *Determine if BNSF still owns abandoned rail lines of interest for sampling activities.*
- *Continue weekly cost tracking and project management functions.*
- *Prepare the monthly progress report.*

Report A: Task Order Summary

This report provides an overview of the entire Task Order, including current and cumulative expenditures, percent of project complete, current funding level, negotiated work plan hours and dollars, estimate to complete, and any open payment suspensions on the Task Order.

Report B: Cumulative Labor Report for Task Order

This report provides the cumulative expenditures by labor category for hours and dollars for the entire Task Order.

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Report C: Task Level Summary

This report provides a summary of the expenditures for each task within the statement of work, including labor, subcontracts, travel, and other ODCs.

Report D: Current Labor Report

This report provides a summary of personnel for the reporting period and cumulative expenditures for all labor by task.

Report E: Subcontract Report

This report provides information on activities and costs of any subcontract efforts under the Task Order for each task.

Report F: ODC Report

This report provides information on ODCs incurred other than subcontract or travel under the Task Order for each task.

Report G: Travel Report

This report provides information on travel directly related to the Task Order by task.

HydroGeoLogic, Inc.
Contract Number: EP-S7-05-05

Reporting Period: April 2013
Related Invoice Number: 0061-003

Task Order Number: 0061
Task Order Title: Cherokee County OU8 Railroads
Task Order Type (Ceiling or FP): Ceiling
Period of Performance: 02/06/2013 - 03/15/2015

Report A: Task Order Summary										
Current Expenditures		Cummulative Expenditures		% Project Complete	Current Funding Level	Current Negotiated Amounts		Estimate to Complete		Suspensions Pending
Hours	Dollars	Hours	Dollars			Hours	Dollars	Hours	Dollars	
83.00	9,064.85	261.75	29,195.99	15.16%	192,574.57	1,529.00	192,574.54	1,267.25	163,378.55	

HydroGeoLogic, Inc.
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Task Order Type (Ceiling or FP): **Ceiling**
Period of Performance: **02/06/2013 - 03/15/2015**

Report B: Cumulative Labor Report for Task Order				
Labor Category	Labor Rate	Cumulative Expenditures		
		Hours		Dollars
Senior Technical Consultant				\$728.64
Senior Engineer/Scientist				\$730.97
Mid Engineer/Scientist				\$23,383.69
Junior Engineer/Scientist				\$1,685.63
Technician				\$1,568.84
Clerical				\$247.64

HydroGeoLogic, Inc.
Contract Number: EP-S7-05-05

Reporting Period: April 2013
Related Invoice Number: 0061-003

Task Order Number: 0061
Task Order Title: Cherokee County OU8 Railroads
Task Order Type (Ceiling or FP): Ceiling
Period of Performance: 02/06/2013 - 03/15/2015

Report C: Task Level Summary

Task Number	Task Title	Task Category Code	Current Expenditures		Cummulative Expenditures		Negotiated Amounts	
			Hours	Dollars	Hours	Dollars	Hours	Dollars
1.0	Project Planning & Support	PP		\$2,418.10		\$19,444.53		\$46,745.21
3.0	Fiel Investigation	FI		\$6,646.75		\$9,751.46		\$86,205.90
5.0	Anatlycial Support & Data Validation	AN		\$0.00		\$0.00		\$2,788.14
6.0	Data Evaluation	DE		\$0.00		\$0.00		\$6,788.22
9.0	Remedial Investigation Report	RR		\$0.00		\$0.00		\$42,919.36
13.0	Post RI/FS Support	PR		\$0.00		\$0.00		\$5,600.79
16.0	Task Order Closeout	CO		\$0.00		\$0.00		\$1,526.92
TOTAL			83.00	\$9,064.85	261.75	\$29,195.99	1,529.00	\$192,574.54

HydroGeoLogic, Inc.
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Task Order Title:
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Period of Performance:

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Report D: Current Labor Report							
Task Number	Task Title	Task Category Code	Name of Personnel	Labor Category	Fixed Rate	Current Expenditures	
						Hours	Dollars
1.0	Project Planning & Support	PP	Jamie Baskas	Jr. Engineer/Scientist			\$146.24
1.0	Project Planning & Support	PP	Andrea Fletcher	Mid Engineer/Scientist			\$1,883.64
1.0	Project Planning & Support	PP	Mike Klein	Mid Engineer/Scientist			\$228.32
1.0	Project Planning & Support	PP	Mary Knowles	Mid Engineer/Scientist			\$85.62
1.0	Project Planning & Support	PP	Alan Rittgers	Sr. Engineer/Scientist			\$74.28
3.0	Fiel Investigation	FI	Phyllis Chase	Jr. Engineer/Scientist			\$1,169.98
3.0	Fiel Investigation	FI	Andrea Fletcher	Mid Engineer/Scientist			\$1,312.84
3.0	Fiel Investigation	FI	Kim Ross	Clerical			\$103.04
3.0	Fiel Investigation	FI	Sean Thompson	Technician			\$630.47
3.0	Fiel Investigation	FI	Hillary Weber	Mid Engineer/Scientist			\$2,968.16
TOTALS						83.00	\$8,602.59

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Report E: Subcontract Report					
Task Number	Task Title	Task Category Code	Subcontractor Name	Brief Description of Work	Current Expenditures
TOTAL					\$0.00

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Task Order Number:
Task Order Title:
Task Order Type (Ceiling or FP):
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Report F: ODC Detail Report				
Task Number	Task Title	Task Category Code	Description	Current Expenditure
3.0	Fiel Investigation	FI	Field Supplies - Property Owner Map of County	\$27.19
TOTAL				\$27.19

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Report G: Travel Detail Report											
Task Category Code	Traveler's Name	Travel Purpose	Travel From	Travel To	Departure Date	Return Date	Lodging Costs	Per Diem Cost	Transportation Cost	Other Costs*	Total Cost
FI	Hillary Weber	Access	Overland Park, KS	Joplin, MO	04/17/13	04/18/13	\$86.47	\$80.50	\$85.76		\$252.73
FI	Phyllis Chase	Access	Overland Park, KS	Joplin, MO	04/17/13	04/18/13	\$86.47	\$71.75	\$24.12		\$182.34